



**CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS)  
MISUSE INVESTIGATION REPORTING**

<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>2018</u> <small>Calendar Year</small></div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>1/8/19</u> <small>Date</small></div>	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>Human Services Agency - Special Investigations Unit</u> <small>Agency Name or Qualifying Sub-Unit of a Non-LE Agency</small></div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>CA0382100</u> <small>Originating Agency Identifier (ORI) Number(s) – Attach Additional Paper If Necessary</small></div>
<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>John McClellen</u> <small>Name of Person Completing Form</small></div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>john.mcclellen@sfgov.org</u> <small>E-Mail Address of Person Completing Form</small></div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>415-503-4802</u> <small>Phone Number</small></div>	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>John McClellen</u> <small>Name of Agency CLETS Coordinator (ACC)</small></div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>john.mcclellen@sfgov.org</u> <small>E-Mail Address of Agency CLETS Coordinator (ACC)</small></div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"><u>415 503 4802</u> <small>Phone Number</small></div>

  

1. Total number of investigations performed related to CLETS misuse:	<div style="border: 1px solid black; padding: 2px 10px;">0</div>
2. Total number of misuse investigations with <b>NO</b> misuse found:	<div style="border: 1px solid black; padding: 2px 10px;">0</div>
3. Total number of misuse investigations still pending:	<div style="border: 1px solid black; padding: 2px 10px;">0</div>
4. Total number of <b>founded</b> misuse violations from investigations:	<div style="border: 1px solid black; padding: 2px 10px;">0</div>
A. Total numbers for administrative actions taken on founded misuse violations <sup>1</sup> :	
Counsel <div style="border: 1px solid black; padding: 2px 10px;">0</div>	Reprimand <div style="border: 1px solid black; padding: 2px 10px;">0</div>
Resignation <div style="border: 1px solid black; padding: 2px 10px;">0</div>	Termination <div style="border: 1px solid black; padding: 2px 10px;">0</div>
Training <div style="border: 1px solid black; padding: 2px 10px;">0</div>	Suspension <div style="border: 1px solid black; padding: 2px 10px;">0</div>
Other <sup>2</sup> <div style="border: 1px solid black; padding: 2px 10px;">0</div>	No Action <sup>2</sup> <div style="border: 1px solid black; padding: 2px 10px;">0</div>
B. Total number of criminal complaints filed:	
Infraction <div style="border: 1px solid black; padding: 2px 10px;">0</div>	Misdemeanor <div style="border: 1px solid black; padding: 2px 10px;">0</div>
Felony <div style="border: 1px solid black; padding: 2px 10px;">0</div>	
C. Total number of convictions from criminal complaints:	
Infraction <div style="border: 1px solid black; padding: 2px 10px;">0</div>	Misdemeanor <div style="border: 1px solid black; padding: 2px 10px;">0</div>
Felony <div style="border: 1px solid black; padding: 2px 10px;">0</div>	
5. How many misuse investigations originated from the following:	
A. Private Citizen Complaints <div style="border: 1px solid black; padding: 2px 10px;">0</div>	B. Internal Within Department <div style="border: 1px solid black; padding: 2px 10px;">0</div>
C. From Another Agency <div style="border: 1px solid black; padding: 2px 10px;">0</div>	D. Department of Justice <div style="border: 1px solid black; padding: 2px 10px;">0</div>

  

Regardless of whether your agency had any reported misuse, submit this form by February 1 of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their Internal investigations department. For additional information please refer to the Department of Justice Information bulletin 18-07-CJIS on the California Law Enforcement Web (CLEW).

<sup>1</sup>Total number of actions taken may exceed total number of founded misuse violations.  
<sup>2</sup>If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

  

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